

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,
WEDNESDAY, JULY 11, 2018

A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, July 11, 2018 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan.

Members Present: Curtis, Dunn, Durr, Ferrari, Nichols, Payne, Wright

Members Absent: None

Also Present: Fire Chief Scholz, Finance Manager Edmonds, Parks and Recreation Director Davis, Engineer Sharpe, CJ Carnacchio – Oxford Leader, Recording Secretary Richter, a camera person and approximately 11 citizens.

Supervisor Dunn called the meeting to order at 7:02 p.m.

APPROVAL OF THE AGENDA

Clerk Wright noted for the record that the Township Board is removing Item 11.c. New Business – Red Barn Wellsite/Quit Claim Deed and adding two items to New Business. Item 11.f. – Regional Transportation Authority Resolution and item 11.g. – BS&A Online Public Records Search Proposal.

Trustee Nichols moved, Trustee Curtis seconded to approve the agenda for Wednesday, July 11, 2018 as amended.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried

APPROVAL OF THE CONSENT AGENDA

Treasurer Ferrari moved, Trustee Payne seconded, to approve the following July 11, 2018 Consent Agenda items as presented:

- Approval of Regular Township Board Meeting Minutes of June 13, 2018
- Approval of Treasurer Report April and May 2018
- Approval of Clerk Summary April and May 2018
- Approval of Regular Bills through July 6, 2018
- Approval of Consultant Bills through July 6, 2018
- Revenue and Expenditure Report April through June 2018

Roll Call:

Ayes: Nichols, Durr, Payne, Curtis, Ferrari, Wright, Dunn
Nays: None
Absent: None
 Motion Carried

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PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Parks and Recreation Director Davis updated the Township Board on the following items:

- Senior Center/Cable Facility
- Seymour Celebration – Thanked all who volunteered their time. Fire Chief Scholz, his staff and crew, Lt. Patterson and all the Reserves, Electrical Inspector Pat Payne, and Supervisor Dunn, who, for the last 3-4 years every Sunday has volunteered his time to help work.
- Next Seymour Celebration will be June 27-29, 2019
- Appreciation Barbeque was held for all staff and volunteers.

Jim Tedder Candidate for the State Senate in the 12th Senate District introduced himself to the Township Board.

Susan Montgomery, President of the Manitou Lake Improvement Association read a letter regarding concerns with the Hills of Manitou development plans.

**FIRST READING: PROPOSED ORDINANCE 44.001 – PEDDLERS, SOLICITORS,
AND TRANSIENT MERCHANTS**

Trustee Payne moved, Trustee Nichols seconded to set a Second Reading and possible adoption to amend Section 38-81 of the Oxford Charter Township Code of Ordinances to be considered at the August 8, 2018 Oxford Township Board of Trustees Regular Meeting.

Ayes: 6 Nays: 1 (Ferrari) Absent: 0 Motion Carried

SECOND READING: PROPOSED ORDINANCE 56.007 – PARK HOURS AND USE

Treasurer Ferrari moved, Trustee Curtis seconded to adopt Ordinance 56.007 to amend Section 34-33, Park Hours and use, of the Oxford Charter Township Code of Ordinances as presented.

Roll Call:

Ayes: Curtis, Wright, Ferrari, Payne, Durr, Nichols, Dunn
Nays: None
Absent: None
 Motion Carried

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FIRE DEPARTMENT

**REVISED CONTRACT BETWEEN KELLY KILGORE AND THE CHARTER
TOWNSHIP OF OXFORD**

Treasurer Ferrari moved, Trustee Nichols seconded to approve the revised contract between Kelly Kilgore and the Charter Township of Oxford and authorize Supervisor William Dunn to sign the contract on behalf of the Charter Township of Oxford.

Roll Call:

Ayes: Durr, Curtis, Ferrari, Nichols, Dunn, Wright, Payne

Nays: None

Absent: None

Motion Carried

UNFINISHED BUSINESS:

EMPLOYEE HANDBOOK – PROPOSED UPDATES

Supervisor Dunn moved, Trustee Curtis seconded that the full time Elected Officials Supervisor Dunn, Clerk Wright and Treasurer Ferrari be the Employee Handbook Committee.

Ayes: 7 Nays: 0 Absent: 0 Motion Carried

2018 SAFETY PATH CONDITION #2 REPAIRS

Treasurer Ferrari moved, Trustee Curtis seconded that the Oxford Township Board of Trustees authorize a 2018 General Fund budget amendment transferring \$100,000.00 from 101-000-402.000 (Opening Fund Balance) to 101-299-933.297 (Safety Path Maintenance).

Roll Call:

Ayes: Curtis, Payne, Ferrari, Dunn, Wright, Durr, Nichols

Nays: None

Absent: None

Motion Carried

Treasurer Ferrari moved, Trustee Nichols seconded that the Oxford Township Board of Trustees authorizes Sharpe Engineering to create a change order to the current Safety Path Maintenance contract with Birmingham Sealcoat to address Condition #2 Priority Repairs for an amount not to exceed \$100,000.00. These funds are to be expensed from 101-299-933.297 (Safety Path Maintenance).

Roll Call:

Ayes: Nichols, Durr, Payne, Curtis, Ferrari, Wright, Dunn

Nays: None

Absent: None

Motion Carried

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NEW BUSINESS:

PARKS AND RECREATION MILLAGE RENEWAL

Treasurer Ferrari moved, Trustee Nichols seconded to approve the request from the Oxford Township Parks and Recreation Commission to place a Millage question on the November 6, 2018 General Election Ballot to provide funding for the parks in Oxford Township.

Roll Call:

Ayes: Wright, Ferrari, Durr, Payne, Nichols, Dunn, Curtis
Nays: None
Absent: None

Motion Carried

ELECTIONS TEMPORARY HELP

Discussion only. No action taken.

RED BARN WELLSITE/QUIT CLAIM DEED (removed from agenda)

MANITOU LANE ENGINEERING DESIGN

Trustee Nichols moved, Treasurer Ferrari seconded to authorize Sharpe Engineering to provide engineering design plans for water main construction on Manitou Lane at a cost not to exceed \$24,000.00. The engineering design plan fees to be expensed to Water Fund Account 591-538-821.000 Engineering Fees – General.

Roll Call:

Ayes: Nichols, Durr, Wright, Dunn, Ferrari, Payne, Curtis
Nays: None
Absent: None

Motion Carried

RESIDENTIAL EQUIVALENT UNIT (REU) FACTOR SCHEDULE UPDATE

Trustee Curtis moved, Trustee Nichols seconded that an updated Residential Equivalent Unit Factor Schedule based on the water and sewer usage information compiled by Sharpe Engineering be effective January 1, 2019, and to send letters to the businesses that will be affected by the change in the Residential Equivalent Unit calculation of their water and sewer bills.

Roll Call:

Ayes: Ferrari, Payne, Curtis, Durr, Nichols, Dunn, Wright
Nays: None
Absent: None

Motion Carried

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ENGINEERING DESIGN STANDARDS ORDINANCE REVISIONS

Treasurer Ferrari moved, Trustee Nichols seconded to update the Engineering Design Standards to the Oxford Charter Township Code of Ordinances at a cost not to exceed \$18,000.00. The not to exceed \$18,000.00 amount to be expensed to General Fund Unallocated Account Codification of Ordinance.

Roll Call:

Ayes: Wright, Ferrari, Curtis, Nichols, Payne, Dunn, Durr

Nays: None

Absent: None

Motion Carried

REGIONAL TRANSPORTATION AUTHORITY RESOLUTION *(added to the agenda)*

Trustee Payne moved, Trustee Curtis seconded to approve the Resolution in Opposition to Taxing Local Government/Residents for the Regional Transportation Authority Millage proposed for the November 6, 2018 General Election as presented.

Roll Call:

Ayes: Curtis, Payne, Ferrari, Dunn, Wright, Durr, Nichols

Nays: None

Absent: None

Motion Carried

BS&A ONLINE – PUBLIC RECORDS SEARCH *(added to the agenda)*

Treasurer Ferrari moved, Trustee Nichols seconded to approve the purchase of the BS&A Online – Public Records Search module at the quoted Annual Service Fee in the amount of \$4,200.00 to be effective July 12, 2018. This 4,200.00 annual fee and future Annual service Fee increases based on the Consumer Price Index (CPI), to be expensed to General Fund Unallocated Account 101-299-933.000 Equipment Maintenance.

Roll Call:

Ayes: Wright, Curtis, Nichols, Dunn, Ferrari, Durr, Payne

Nays: None

Absent: None

Motion Carried

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION

None

PUBLIC COMMENT

None

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BOARD OF TRUSTEE COMMENTS

Clerk Wright commented that the August Primary Election is August 7, 2018 and if anyone is interested in obtaining an Absentee Ballot visit the Clerk's Office.

Trustee Nichols thanked candidate Jim Tedder for visiting his house and the community.

ADJOURNMENT

Treasurer Ferrari moved, Trustee Nichols seconded to adjourn at 8:04 p.m.

Ayes: 7

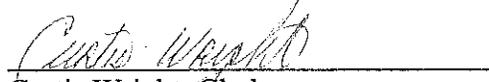
Nays: 0

Absent: 0

Motion Carried



William Dunn, Supervisor



Curtis Wright, Clerk

Approved:

/kmr